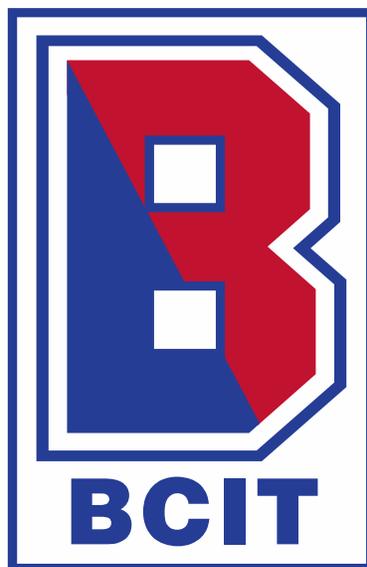


BCIT

Student-Athlete Handbook



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"Winning is not everything, wanting to is."

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INTRODUCTION

This Student-Athlete's Handbook was created to provide you with basic information that is important to your participation in the interscholastic athletic program. The intent of the handbook is to make your participation in the BCIT Program as trouble free and rewarding as possible. Athletics are an essential aspect of the total school program, and often provide many educational and growth experiences that may not be learned in the classroom.

Participation in athletics is a privilege in which all eligible students have the opportunity to exercise. Adherence to all team, school, and district policies is a requirement to maintain this privilege. Through voluntary participation, the athlete gives time, energy, and loyalty to the program.

The objective of our athletic programs is to teach our students the skills they will need to be successful in their lives. Participation in competitive athletics should result in a student athlete who has experienced growth in character, group interaction, leadership, and an insight to his or her potential, limitations, and abilities. While victory and defeat are the most tangible signs of success, they are often the least accurate indicators of our development and achievements as players and coaches. While striving to be competitive, we also seek to provide an environment for our student athletes to grow both emotionally and physically.

STATEMENT OF PURPOSE

The purpose of the BCIT athletic program is:

- A. To improve the image of high school athletics.
- B. To strive always to excellence in playing that will produce competitive teams.
- C. To ensure growth and development that will raise the number of individual participants; that will give impetus to growth in school spirit and involvement; and that will enable a program of continuing upkeep and improvement of facilities.
- D. To provide situations that will enable the students to experience problems and handle situations similar to those encountered under conditions prevailing in the contemporary world. These experiences should provide adequate and natural opportunities for:
 1. Acquisition and development of special skills in activities of each student's choice.
 2. Team play with development of such concomitants as: loyalty, cooperation, fair play, and other desirable social traits.
 3. Physical, mental, and emotional growth and development.
 4. Directed leadership and supervision that stresses: self-discipline, self-motivation, excellence, and the ideals of good sportsmanship that make for winning and losing graciously.
 5. Achievement of goals set by the student as an individual and the team as a unit.

CODE OF ETHICS FOR STUDENT-ATHLETES

As a candidate for a sport activity, I agree to faithfully abide by the standards and understandings listed below. I understand that my participation in the activity shown above is a privilege that may be revoked at such time standards are not maintained.

1. I will maintain a standard of behavior and dress, on and off of the field that will reflect credit on my school.
2. I will endeavor to reach my maximum potential in scholastic achievement.
3. I will comply with all training regulations, keeping physically fit and mentally alert.
4. I will maintain a high standard of citizenship in and out of school.
5. I will be responsible for any/all equipment issued to me, returning it or paying for its replacement.
6. I realize busing is a privilege and my conduct will be that which is expected.
7. I will attempt to be a leader of my peers both on and off of the field.
8. I will be responsible for locking and/or securing my valuables at all times.
9. Smoking, alcohol, drugs, and/or other substance use are in direct violation of the most basic training rules and may result in the termination of my participation in the activity.
10. I will be held responsible for any inappropriate comments/posts on any social media outlet and that they may result in the termination of my participation in the activity.

CODE OF ETHICS FOR PARENTS/GUARDIANS

As a spectator for a sport activity, I/we agree to faithfully abide by the standards and understandings listed below. I/we understand that my/our attendance at the activity shown above is a privilege that may be revoked at such time standards are not maintained. As spectators, I/we shall:

1. Encourage sportsmanship from players, coaches, officials, other parents, and spectators at every athletic contest.
2. Exhibit sportsmanship and positive supports for everyone involved in athletic contests.
3. Not place a burden on athletics to win games/matches. The primary purpose of interscholastic athletics is to promote the physical, emotional, and social developments of student athletes.
4. Not argue or complain about an official's decision; not taunt officials.
5. Refrain from being a sideline coach or referee; provide positive support for all players on all teams; never taunt or engage in disrespectful behavior toward a coach.
6. Support efforts to provide an environment that is free from drugs, tobacco, and alcohol; refrain from their use at all school-related events.
7. Provide consistent guidance and direction to student-athletes to treat all players, coaches, fans, and officials with respect.

SPORTSMANSHIP

The Board of Education requires that all individuals involved in or attending the athletic and intramural programs sponsored by the Board exhibit sportsmanship when representing the school at any athletic event. Sportsmanship is defined as abiding by the rules of the contest as defined or accepted by the participating teams and the gracious acceptance of victory or defeat. In exhibiting sportsmanship all participants shall:

1. Understand and follow the rules of the contest;
2. Recognize skilled performance of others regardless of affiliation
3. Display respect for all individuals participating in the athletic event
4. Treat opponents in an empathetic manner; and
5. Congratulate opponents in victory or defeat.

Failure to exhibit good sportsmanship shall include, but not be limited to the following conduct:

1. Any person who strikes or physically abuses an official, coach, player or spectator;
2. Any person who intentionally incites participants or spectators to abusive action;
3. Any person who uses obscene gestures or unduly provocative language or action towards officials, coaches, opponents or spectators;
4. Any school or athletic staff member who is publicly critical of a game official or opposing coaches and/or players;
5. Any person who engages in conduct which exhibits bias based on race, color, creed, religion, national origin, ancestry, age, marital status, affectional or sexual orientation or sex, social or economic status, or disability.
6. Schools or school organizations engaging in pre-event activities of an intimidating nature, e.g. use of fog machines, blaring sirens, unusual sound effects or lighting, or similar activities.
7. Other conduct judged by the Athletic Director or Principal to be unsportsmanlike in character.
8. Any violation of the rules of the New Jersey State Interscholastic Athletic Association.

MEMBERSHIPS & AFFILIATIONS

Burlington County Institute of Technology is a member of the New Jersey State Interscholastic Athletic Association (NJSIAA), the Burlington County Scholastic League (BCSL), and the New Jersey Technical Athletic Council (NJTAC). As such, we abide by all the rules, regulations, and by-laws set forth by each.

ELIGIBILITY

NJSIAA regulations must be followed in all cases of eligibility, transfer, athlete's age, physical examinations, starting dates, use of school equipment, etc. A copy of the NJSIAA constitution and by-laws is available at www.njsiaa.org.

The following NJSIAA rules should be especially understood:

1. If a student becomes 19 years old before September 1, he/she is no longer eligible.
2. Incoming freshmen students are deemed academically eligible to participate during the fall and winter seasons. A freshman student must be passing a minimum of 15 credits at the end of the first semester to be eligible for the spring season.
3. To be eligible for athletic competition during the first semester (September 1 to January 31) a pupil in grades 10, 11, or 12 must have passed 25% of the credits (30) required by the State of New Jersey for graduation (120), during the immediately preceding academic year.
4. To be eligible for athletic competition during the second semester (Feb. 1 to June 30), a pupil must have passed the equivalent of 12 ½ % of the credits (15) required by New Jersey for graduation (120) at the close of the preceding semester (Jan. 31). Full-year courses shall be equated as one-half of the total credits to be gained for the full year to determine credits passed during the immediately preceding semester.
5. A student is eligible for no more than eight (8) consecutive semesters beyond Grade Eight. A student may not participate for more than four seasons in any sport after completion of Grade 8. A student's eligibility stops when the student's original class graduates.
5. A student who moves into our district and comes to our school from another is eligible at once.
6. A student who transfers from another school but does not change his/her address is eligible in 30 days from the start of the regular season if a form is completed by that student. The form must be signed by our Principal and Athletic Supervisor and the Principal and Athletic Supervisor of the school the student came from. This completed form must be sent to the NJSIAA.

BCIT Athletic Policy & Procedures includes the following:

A student who wishes to participate in a program of athletic competition must submit, on a form provided by the district, the signed participation consent of his/her parent(s) or legal guardian(s). The consent of the parent(s) or legal guardian(s) of a student who wishes to participate in a program of athletic competition must include an acknowledgment of the physical hazards that may be encountered in the activity.

A student who wishes to participate in a program of athletic competition must complete along with his/her parent(s) and/or guardian(s) the required online athletic registration.

A student in any grade who fails to observe school rules for student conduct may forfeit his/her eligibility for participation in school district sponsored programs of athletic competition.

Student athletes must pass all courses and maintain a 60% average in their Career Major.

PHYSICAL EXAMINATIONS

The state requires that all students must pass a licensed physician's or licensed nurse practitioners physical examination prior to participation in any sport. The school physical form is the only form acceptable and must be reviewed and approved by our school physician. The exam shall be conducted within 365 days prior to the first practice session. The physical exam forms must be placed on file in the nurse's office. A seasonal update form must be submitted if the physical examination is dated more than 90 days prior to the first day of practice.

VALUABLES/LOCKER ROOM

Students are strongly recommended to lock their personal belongings in their locker. Any valuables such as money, cell phones, jewelry, etc. must be secured. It is imperative that students have their own locks, and not share lockers with other students. Locks must be removed daily however, and may not remain on the lockers past the end of practice.

PHYSICAL EDUCATION EXCUSES

Athletes are not excused from Physical Education classes for any reason including the day of games. Athletes, after presenting the situation to the instructor, may be excused from strenuous activity (i.e. prolonged running) at the discretion of the instructor. Athletes excused from Physical Education class with a medical note may NOT participate in practices or games on their respective teams.

TRANSPORTATION

Students are expected to use school transportation to and from away sporting events. Only the student's parents and/or guardians may transport them from away games. Students may not accept rides from anyone else's parents and/or guardians but their own. Any deviation from this requires a completed travel release form and administrative approval. There will be a late bus provided for students who have remained after school for practice. These buses depart at 5:15 pm (Medford) and 5:30 pm (Westampton). If an athletic contest will extend past this time, parents and/or guardians are expected to provide transportation for their own children. Coaches should not be expected to remain more than a reasonable amount of time after the contest has ended.

TRY-OUTS & CUTS

It is recognized that each sport has unique requirements regarding try-outs and cuts. Students unable to participate during the try-out period may be unable to participate as determined by the coach and AD. When necessary to utilize try-outs and cuts, selections of athletes must be based upon each candidate's skills, abilities, work ethic, and attitudes. The process and criteria for try-outs and decision regarding cuts must be clearly documented by coaches and approved by the AD. The AD and/or Principal are responsible to hear parent complains/appeals. The Principal's determination is final.

DISCIPLINE AND BEHAVIOR

When a student voluntarily becomes part of an athletic team, he/she also becomes a highly visible representative of the Burlington County Institute of Technology School District. As such, he/she must demonstrate behavior that presents our school in a positive way both as a team member and as a member of the student body. For this purpose, the following rules are in place:

1. Suspensions totaling 5 or more days out of school may result in recommendation for team dismissal.
2. Poor attendance may be grounds for team dismissal.
3. An athlete cannot participate in any practices, games or scrimmages if absent and/or suspended out of school.
4. If an athlete successfully completes a day of In-School Suspension, he or she may participate the same day if it does not require early dismissal.
5. Athletes demonstrating lack of self-control during athletic participation will be immediately removed from athletic activities pending further action.
6. All rules governing discipline of athletes during an athletic event will be followed and enforced by the coaching staff. For example, when a player is ejected by an official, that player must leave the field or court and not return during the event.
7. Infractions of BCIT Discipline Code while participating in an athletic contest will be enforced similarly as if the same infraction occurred during the school day.
8. Student-athletes are responsible for all school equipment issued to them.

HAZING

Hazing activities of any type are inconsistent with the school's philosophy and are strictly prohibited at all times. Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student for the purposes of initiation or membership in any school activity recognized by the Board of Education.

The endangerment of mental health shall include but not be limited to any activity that would subject an individual to extreme mental stress. Examples of this may be prolonged sleep deprivation, forced prolonged exclusion from social contact, forced conduct that could lead to extreme embarrassment, or any forced activity that could affect the mental health or dignity of the individual.

The endangerment of physical health shall include but not be limited to any brutality of a physical nature. This includes whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of food, alcoholic beverages or controlled dangerous substances, or forced physical activity that could adversely affect the physical health or safety of the individual.

All hazing activity, whether by an individual or a group, shall be presumed to be a forced activity, even if a student willingly participates. Any form of initiation or harassment, as part of any school sponsored student activity will not be tolerated. No student, teacher, coach, advisor, volunteer, or school employee shall plan, direct, encourage, assist, or engage in any hazing activity.

HARASSMENT, INTIMIDATION, AND BULLYING (HIB)

Acts of HIB are strictly prohibited per Policy #5512. This Policy applies at all times during athletic activities, practices, and events.

AWARDS

In order to qualify for an award, the athlete must complete the season except in cases where he or she is injured while participating in the program. Special exceptions will be ruled by the AD. The following rules will apply:

1. If the athlete participates at the JV level, he/she will receive a JV Award.
2. If the athlete participates at the Varsity level, he/she will receive a Varsity Award. Special consideration will be given to Seniors who complete the season.
3. In the case where the athlete participates at both JV and Varsity levels, the following guidelines will apply:
 - Soccer- play in half of the halves
 - Cross Country- score in half of the meets or qualify to compete in the S.J. Sectional or State Championship Meet
 - Field Hockey – play in half of the halves
 - Wrestling- compete in half of the matches
 - Basketball- play in half of the quarters
 - Bowling- compete in half of the matches
 - Softball- play in half of the games
 - Baseball- play in half of the games
 - Cheerleading- cheer at all of the contests

Special Consideration

1. Any athlete who is injured in a game, scrimmage or practice and who the coach feels would have earned a varsity letter and/or a JV certificate shall receive the letter. Student-athletes who are injured are still expected to remain as part of the team and attend practices and/or games to receive letters and/or awards.
2. Managers shall receive the same awards as players, if recommended by the head coach.

Special Awards

Certain special awards are presented each year at the Sports Banquet for both campuses. These include:

1. NJSIAA Scholar Athlete Award- Selection of a student for this award is done according to NJSIAA guidelines. The student will have the privilege of attending the annual luncheon, where he or she has a chance to be randomly selected for a number of scholarship awards. The student will also have their name engraved on the NJSIAA Scholar Athlete plaque and receive an award presented at the luncheon.

2. Male and Female Athletes of the Year- Criteria for these awards are as follows:
 - Number of years of participation in Varsity sports
 - Number of Varsity seasons completed
 - All-star recognition by the league may also be taken into consideration
3. Additional (Optional) Special Awards (ie: NJTAC, Most Courageous, Unsung Hero, Sportsmanship)- The Athletic Director and coaching staff will select these award winners.

ATHLETIC EQUIPMENT AND UNIFORMS

Student-athletes are responsible for lost or stolen equipment. They will pay the replacement cost of any lost, stolen, or vandalized item.

ATHLETIC TRAINER

The Athletic Trainer serves as a support person for the entire athletic program. All student athletes who sustain injuries are to be seen by the Athletic Trainer. The Trainer is also responsible for clearing athletes who have been injured for return to participation. Coaches must abide by the Trainer's decision. There will be no exceptions. For example, if the Athletic Trainer has sidelined an athlete due to injury, the athlete may not participate in any type of physical activity until the Trainer re-evaluates the athlete and deems him or her fit for participation. If the athlete was seen by a physician, the Trainer will require a written note from that physician with a release date for the athlete to return to participation. The Trainer is unable to clear the athlete without the physician's note.

Coaches, student-athletes, and parents are encouraged to use the trainer as a resource. The Athletic Trainer is present at practices, home contests and other events as appropriate. He or she will also assist in the coordination of school physicals in conjunction with the School Nurse and Athletic Director. The trainer is available at times during or after the school day for rehabilitation and injury assessment of student athletes, parent and physician communication and status reports for the coaches.

DISTRICT CIVILITY POLICY

The Special Services School District and the Vocational School District of the County of Burlington Board of Education members, district administration, and staff will treat parent(s) or legal guardian(s) and other members of the public with respect and expect the same consideration in return. The district is committed to maintaining orderly educational and administrative processes in keeping schools and administrative offices free from disruptions and preventing unauthorized persons from entering school district grounds.

Any individual who:

- Disrupts or threatens to disrupt school/office operations,
- Threatens the health and safety of students, staff, administration, or Board of Education members;
- Willfully causes property damage;
- Uses loud and/or offensive language;
- Is verbally or physically intimidating;
- Harasses staff and/or others through repeated telephone calls, emails, confrontations or the like; or who
- Has otherwise established a continued pattern of unauthorized entry on district property will be directed to leave the school or district property promptly by the Superintendent or designee.

If any member of the public uses obscenities or speaks in an abusive, excessive, insulting, and/or demeaning manner, the administrator or employee to whom the remarks are directed will calmly and politely request the speaker to communicate civilly. If corrective action is not taken by the abusing person, the district employee will calmly and politely verbally notify the abusing person that the meeting, conference, or telephone conversation is terminated and, if the meeting or conference is on district premises, the abusing person will be asked to leave promptly. The employee, if not an administrator, shall immediately inform an administrator. If the abusing person refuses to leave, the administrator or designee shall notify law enforcement officials. The employee or administrator shall complete an Incident Report for Inappropriate Behavior toward Employees by Visitors.

When an individual is directed to leave under the above circumstances, the Superintendent or designee shall review the incident report and inform the person that he or she may be guilty of a misdemeanor in accordance with the New Jersey law. The Superintendent shall have the authority to ban an excessively disruptive individual from school property indefinitely or for a period of time, or require visits by the individual to be supervised by the School Resource Officer or other law enforcement officials indefinitely or for a period of time.